



## KwaZulu Natal Provincial Treasury

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Date: 05 January 2009

File Reference: TC/ RM 5/2008/09

**TO: HONOURABLE MAYORS  
MUNICIPAL MANAGERS  
CHIEF FINANCIAL OFFICERS**

### **PROVINCIAL TREASURY CIRCULAR TC/RM 5 of 2008/09**

#### **COUNCILLOR INVOLVEMENT IN APPOINTMENT OF MUNICIPAL STAFF**

The above matter refers.

It has come to the attention of Provincial Treasury that councillors are becoming involved in the appointment of municipal staff even at the level of interns.

Attention is drawn to section 55 and Schedule 1 of Local Government: Municipal Systems Act No. 32 of 2000 (Code of Conduct for Councillors), where it indicates that councillors may not interfere in the management or administration of any department of the municipal council.

With specific reference to the appointment of interns, it should be noted that in most instances, the salaries for interns are funded through the Financial Management Grant. National Treasury as the transferring organ of state encourages municipalities to subscribe to a fair and equitable process when appointing interns.

Please ensure that the content of this circular is brought to the attention of all councillors and is tabled at the next council meeting.

Yours faithfully,

**“signed: General Manager: Municipal Finance: Mr F Cassimjee”**

**DSD SHABALALA**

**HEAD OF PROVINCIAL TREASURY**

cc Auditor- General  
cc National Treasury  
cc Provincial Department of Local Government